

Public Meeting of the Community Development Agency was held in the Municipal Building, 14 Baker Street, Patchogue, New York, on February 3, 2011.

1. Meeting was called to order at 7:00 p.m. by Chair David L. Reese, also present were Members Ernest C. Swinson, Toni Dean, and Donald R. Wachsmuth. Also attending was, Executive Director Marian H. Russo. Chair Reese declared a quorum.
2. Chair Reese stated that a member of the public joined the meeting from the Patchogue-Medford Junior High School Art Department. Chair Reese read the public safety notice.
3. Minutes:
  - i. Minutes of January 6, 2011 were presented by M. Russo.

Motion by E. Swinson and D. Wachsmuth to approve January 6, 2011 minutes.  
Motion was carried.

4. CDBG Project/ Budget Lines - report by M. Russo.

- i. Bandshell Project. M. Russo stated that Kelly Good from the Patchogue-Medford School District's Art Department was here and asked T. Dean to take over since she was working with Ms. Good.

T. Dean stated that it was discussed to have the students at the high school to do a mural on the Bandshell not only for esthetic reasons but hopefully deter vandalism. Also, she had discussed with Ms. Good the aspects of this and was hoping Ms. Good could let us know what the plan was.

Ms. Good stated that the teachers and the students were very excited to do this for the community. Ms. Good asked the Board what area of the Bandshell would have the mural.

M. Russo provided a picture of the Bandshell. M. Russo stated that the outside of the dome where a lot of the graffiti happens. Ms. Good stated that there also was graffiti on the wall. Ms. Russo stated on the building. Ms. Good stated yes.

Chair Reese asked Ms. Good when she was down there. Ms. Good stated that she was down there last week.

Ms. Russo stated that we would take recommendations and what was practical. Ms. Russo stated we would be looking at the design.

Ms. Good asked the Board if there was a time frame because that would play into what we would be able to accomplish. Ms. Good stated that she wanted to make sure the Board targets were met.

D. Wachsmuth stated that he would like the inside of Bandshell just for aesthetic reasons and far as for the graffiti on the outside maybe the entire thing could be done. D. Wachsmuth suggested something nice on the inside and something simple on the outside that would hopefully deter graffiti. Also, we would need paint that would be cleanable.

M. Russo stated that she spoke with the engineer today and he referred me to Sherwin Williams in Plainview. M. Russo stated that she spoke with their commercial sales representative and he would be available next Friday or the week after. M. Russo stated that he was already working with the Village on the Theater painting.

M. Russo stated that looking at it on an engineering stand point, the paint that he recommended would have a limited palette because it would be graffiti proof and easier to clean paint.

Chair Reese asked Ms. Good if we could schedule a meeting with the Sherwin Williams representative based on her availability. Ms. Good stated yes.

Chair Reese asked Ms. Good when they set up a meeting, could she meet at 3:00

p.m. Ms. Good stated yes.

M. Russo asked the Board if they wanted to attend the meeting. Chair Reese stated that he would like to attend and T. Dean stated that she was not available next week.

Discussion ensued.

M. Russo stated that the Bandshell was not used until July and would have the remainder of the school year.

D. Wachsmuth asked M. Good when the students are available, during the week or the weekends. M. Good stated that it would depend, once we start getting into longer days there would be no reason why we could not have some kids meet and work after school until the evening. Also, it would depend on the weather and you would have to be careful of the temperature with the paint.

Chair Reese asked what would be a good temperature. D. Wachsmuth stated that it would depend on the paint.

Ms. Good stated that she would need to know the properties of the paint from Sherwin Williams.

After a brief discussion, M. Russo stated that she would like to coordinate with the Public Works Department just in case there had to be prep work and the Parks and Recreation Department.

Ms. Good stated that we have national honor society students who always need hours for community service that would be able to do a lot of the prep work.

Discussion ensued.

M. Russo stated that during February we could finalize the materials we could use and asked Ms. Good could start working on a design. Ms. Good stated yes.

M. Russo asked Ms. Good if we could have a design by our March meeting. Ms. Good stated that we were at the high school preparing this with another project. Ms. Good stated that we were bringing in an artist and the students were going to be working with him on other projects but this mural design was going to be part of their classroom project. Ms. Good stated that she would have to solidify the dates that artist was coming in and she could forward the information to Toni Dean.

Chair Reese thanked Ms. Good.

Ms. Good stated that the music department would like to have a concert there.

The Board agreed.

E. Swinson discussed the sound issues with the Bandshell.

Discussion ensued.

Chair Reese asked M. Russo if there was anything on the insurance requirements. M. Russo stated she had contacted our insurance agent who recommended contacting our workman's compensation agent. M. Russo stated that she would contact them to find out if we have a volunteer endorsement.

M. Russo asked Ms. Good if it was covered with the school district. Ms. Good stated that she would contact the business office. Ms. Good stated we could have a contract or information for the student volunteers that the parents are clear that they are volunteering.

M. Russo stated that she would also contact the Village attorney.

T. Dean asked E. Swinson if the projected baffles would interfere with the mural. E. Swinson stated that the baffles would be suspended from the ceiling to where the ceiling starts to curve.

Chair Reese asked E. Swinson if he could estimate from the stage to how high would the baffles start, 20 feet. E. Swinson stated that he didn't think it would be any lower than 20 feet.

Chair Reese asked if there were any other questions. Ms. Good stated no.

The Board thanked Ms. Good.

- ii. Chair Reese stated a member of the press is in attendance and informed him of the public safety procedures.
- iii. Bay Avenue Community Center - report by M. Russo

M. Russo stated she was going to take that off the agenda since she took a poll from the Board regarding the change order.

- iv. Roe Walkway Project - report by M. Russo.

M. Russo asked the Board to approve an invoice from H & A Landscaping in the sum of \$53,593.30. M. Russo stated that the work completed covers the courtyard rehabilitation excavation, demolition, removal of the oil tank, and purchase the stamp for the design we have. M. Russo stated that the library was paying a separate invoice of work performed on their property.

After a brief discussion T. Dean and D. Wachsmuth made a motion to approve payment to H & A Landscaping in the sum of \$53,593.30. Motion carried.

- v. Theatre Walkway - Report by M. Russo.

M. Russo stated that we have a similar walkway project to be done on the west side of the theatre and the goal was not only on the west side but also go around the parking lot to where the entrance is to the Bridgehampton Inn to the Bank and Oak Street parking lot. Ms. Russo stated that in order to do that we would have to get a survey done because we need to delineate what is Village property and what is privately owned because the Village was getting a Suffolk County grant for \$77,000 but only can do work on Village property. Also, the Village would have to provide Suffolk County with an easement and we would need an easement to do work on private property.

M. Russo stated she spoke with Scott Gillis of Smith, Jung & Gillis who has done surveys throughout the area and in the area. M. Russo stated that he had estimated approximately \$2,500.

Chair Reese asked M. Russo if the landlords around the area would be informed of the work being done so that maybe they would want to do something with their property. M. Russo stated yes.

D. Wachsmuth asked M. Russo if we had funding to do the Theater walkway. M. Russo stated that it was part of our Fiscal 2011 budget that we were waiting for approval of our contracts which we should by June. M. Russo stated that the survey could be paid through the Fiscal Year 2009 Downtown Improvement line.

D. Wachsmuth asked do we have assurance that we were receiving funding for the project. M. Russo stated that we have always received our HUD funding and we already have a commitment for the \$77,000.

Discussion ensued.

Motion by D. Wachsmuth and T. Dean to retain services of Smith, Jung & Gillis surveyors for a sum of \$2,500 for the Theatre Walkway. Motion was carried.

5. Section 8

- i. M. Russo stated that she did not have a utilization report or SEMAP report at this time because it was too early in the month.

After a brief discussion, Chair Reese asked M. Russo if she ever heard from HUD that our numbers were too low. M. Russo stated no, also that we do maintain at 95%.

M. Russo stated that she had attended a training and HUD had provided us with a new spreadsheet to help us project how many vouchers we have to give out and to look at our net restricted assets (NRA) and unrestricted net assets (UNA).

M. Russo explained the difference of NRA and UNA.

Discussion ensued.

- ii. M. Russo stated that she would like to put off the vote on the training until she could obtain the final costs. M. Russo stated that she would like permission to poll the Board for approval when she has the final numbers.

M. Russo stated that for the Section 8 program for administering the program we use HAPPY Software that was having a user conference. M. Russo stated that she spoke with Community Development Corporation of LI that does send someone to the conference because it helps you use the program better. M. Russo stated that the conference was at the Hilton in Walt Disney World Resort, Orlando Florida. M. Russo stated that it was \$600 per person for the training and the Hotel was \$104 per night plus airfare.

Chair Reese asked M. Russo if it was \$1,000 per person was there funding. M. Russo stated yes.

Chair Reese asked the Board for a motion to approve that the Board would be polled once more information was obtained for the conference in Disney World for both M. Russo, Executive Director and Carmen Maldonado, Section 8 Program Administrator to attend. Motion was made by E. Swinson and T. Dean. Motion was carried.

M. Russo stated that the other training she was seeking approval for was for Nadia Iniguez to attend the HQS training through Nan McKay and Associates. M. Russo stated that she already works with the inspector and this would enable her to go to the inspections.

Chair Reese asked M. Russo if she needed a separate motion to be able to poll the Board for approval. M. Russo stated that the previous motion should cover it.

Discussion ensued.

6. Public Authority

- i. M. Russo stated under the public authority law the budget had to be approved at the March meeting and submitted in April. M. Russo presented the Budget for 2012.

Chair Reese asked for the time frame what was the percentage for each year. M. Russo stated 2%.

Discussion ensued.

7. Other Business:

- i. M. Russo stated that she was not available for the April 7<sup>th</sup> meeting.

Discussion ensued.

M. Russo stated that she would ask Nadia if she could attend the April 7<sup>th</sup> meeting.

- ii. M. Russo reported on the January 24<sup>th</sup> workshop that was sponsored by Senator Gillibrand's Office and East End Arts Council regarding grants for the arts.
- iii. Chair Reese stated that he was sorry he could not attend the Artspace Tour.

D. Wachsmuth stated that he was very impressed. T. Dean stated that there was discussion on the design and the admission of Artspace and providing income adjusted place for artist to live and encourage them to create. T. Dean stated that the setting was beautiful and it was very spacious.

Brief discussion ensued.

8. Adjournment:

- i. Motion to adjourn D. Wachsmuth and T. Dean. Motion carried. Meeting adjourned at 8:05 pm. Next Meeting on March 3, 2011.

Respectfully submitted,

Marian H. Russo